

Dewar COEHS Meeting Documentation Form

This form should be completed by all non–statutory committees/groups for meetings associated with the COEHS.

Statutory committees are required to maintain formal minutes.

The completed form should be filed according to approved COEHS policies and procedures.

Committee/Group Name: Master of Arts in Teaching Program (MAT)

Chairperson/Responsible Contact: JT Cox / Bob Spires

Purpose of the Meeting: Streamline application process for MAT program

Date: 20 March 2014 **Time:** 1400 **Location:** Graduate School

Departments/Groups/Agencies Represented:

Department of Middle, Secondary, Reading, and Deaf Education

Graduate School (admissions)

Primary Outcomes:

It was decided between the two entities who would handle what parts of the application process for new teaching candidates applying to the MAT program and graduate admissions.

Actionable Items/Planned Follow-up:

The aforementioned entities will share information with each other to determine where current applicants are in the process.